

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 7/21/09 MEETING

Convened: 6:30 p.m.

Present: Jeffrey Bryan  
Andrew Artimovich  
Jane Byrne  
David Menter  
George Waldron

The Board met and reviewed payroll, accounts payable, and signed the register. The Selectmen reviewed and signed the recreation manifest.

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 7/7/09 meeting. Byrne made a motion, seconded by Menter, to approve the minutes for discussion. Byrne asked that the word "town" be added to item #3 on pg. 2. All voted in favor of the minutes as revised. The Board read the minutes of the nonpublic session from 7/7/09. Artimovich made a motion, seconded by Menter, to approve the nonpublic minutes as written. All voted in favor.

The Board discussed the notes:

- The bids for the pumper/tanker are due 8/4/09. Chief Lemoine is concerned about waiting too long to award the bid as prices will be increasing in September. The Selectmen will attempt to make a decision at the 8/4/09 meeting. They asked that Julie contact Jeane Samms of the DRA again regarding the 10% rule and the involvement of the Budget Committee in a special town meeting.
- The Board agreed with Fire Chief Kevin Lemoine and will advertise the forestry in the Carriage Towne News. In addition the Selectmen would like to include it on Craig's List.
- As part of the state budget cuts, the state will no longer contribute their portion to NH Retirement for police and fire personnel working private details. This expense will now be passed on to the town. The Selectmen reviewed a spreadsheet showing that with the detail rates staying where they are, we will get anywhere from .82 cents to \$1.57 to cover administrative fees. The administrative fees are suppose to cover the .44 cents in postage to mail the bill, the PD Administrative Asst.'s time to prepare the bill, the bookkeeper's time to prepare payroll and related NH retirement documents, and the treasurer's time to make deposits and reconcile the account. As a result, Byrne made a motion to pass this additional expense on to the customer. Bryan commented that \$39/hour in wages is a lot to pay an officer for time most often spent sitting in the cruiser. Byrne questioned how much the town's payment for NH Retirement is increasing for details. Stevens responded it's about \$2.66/hour. Menter proposed a \$3 increase to the administrative fees to cover this additional expense. Stevens passed along that Christine Belanger, PD Administrative Asst., has checked with Epping and at this point they are not increasing the rate they charge the dragway. Byrne said Fremont has decided to go ahead and add an additional fee. Artimovich explained that Epping and Brentwood usually charge the dragway the

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 7/21/09 MEETING

same amount. Byrne responded that we don't need to wait for Epping, that we can lead the way on this. Byrne made a motion that we add \$3 to all detail rates. Bryan asked for time for additional discussion. Bryan said that we have 6 or 7 full-time officers and 6-7 part-time officers, and he feels it's almost a sin to charge out a detail rate at all; it should be scheduled in their regular schedule to work details. He continued that to earn \$37.50 or \$39 an hour as a bonus to work a minimum of 4 hours is a crime against the tax payers. Menter seconded Byrne's motion to add \$3 to all detail rates. Byrne and Menter voted in favor, Bryan and Waldron were opposed, Artimovich abstained. The motion did not carry. The Board continued discussion in order to come to an agreeable resolution. Waldron said we can not get rid of details; we can not have an officer out on Rte 125 doing a detail and be expected to respond to a call elsewhere in town. Waldron continued that with details, the officer needs to be able to stay in one place. Stevens explained that with the newly established revolving account for police details, it is an in-and-out entity and does not affect the budget. Bryan said if it is an in-and-out then any increase in the charge for retirement should come out of the officer's detail rate and not put that additional burden onto the taxpayers as these utilities and the dragway are just going to pass the expense on to the users. Byrne responded that it is all of Rockingham County that is absorbing the additional expense, not just Brentwood. A motion was made again by Byrne to increase all detail rates by \$3. Menter seconded the motion. Waldron, Byrne and Menter voted in favor; Bryan was opposed; Artimovich abstained. The motion carried.

- Wayne Robinson will be on vacation 8/22-29 and again during the Deerfield Fair. Byrne asked if that is a problem. The other members expressed that it was last year as there were personnel issues in his absence.
- Mr. Schroeder received a grant from Timberland to have work done on the trails behind the school. The recreation department received a grant as well.

Gil Tuck, Building Inspector, was in with the following permits which the Selectmen signed:

- Jeffrey Dupere of 3 Idyllwood Drive is connecting his barn and shed with a building for additional storage.
- Robert Martin of 476 Rte 125 to add a breakfast room.
- Sinclair Family Trust of 9 Diane McCain Drive to add an in-law apartment. The Board asked Tuck to double-check the size of the addition as it can only be 1/3 of the size of the total structure. They would like him to verify set back requirements as well. There will also be an impact fee imposed.

Attorney Daniel Crean met with the Board of Selectmen and Glenn Greenwood, representing the Planning Board, regarding his proposal to serve as Town Counsel.

The Board continued discussing the notes:

- The Selectmen would like the Records Retention Committee to look into the issue of where to locate personnel files. They would like the committee to speak with department heads and other towns on the matter. Byrne said she spoke with a

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 7/21/09 MEETING

couple other towns and they keep all the personnel files at the town office and only the department heads can access their employees' files.

- A few residents have expressed an interest in the position of Emergency Management Director. The Board would like resumes from the individuals by the August 4, 2009 meeting. In addition, Byrne recommends that all applicants come in and get a copy of the emergency management section out of this month's issue of Town and City.
- At the Planning Board's 6/18/2009 meeting, they asked that the building inspector and Board of Selectmen be reminded that no more building permits are to be issued for Spruce Ridge Drive until the fire cistern is complete.
- The Selectmen received 4 bids for the replacement of clapboards at the Grange. Artimovich made a motion, with a second from Menter, to award the bid to Paul Tuck and pay for any additional expenses beyond the \$20,000 appropriated at town meeting from the building repair and maintenance line. All voted in favor.
- Artimovich questioned whether or not we want to set up a twitter account that Julie would have access to and people can sign up for to get messages out. He said Greenland Police has one, Epping Police has one, and some National Law Enforcement Agencies. It is a free service. The Selectmen thought perhaps Chief Robinson could have Christine look into getting one.
- Byrne made a motion, seconded by Waldron, to enclose a letter of protest when making NHRS payments. All voted in favor.

Attorneys Jay Hodes, David LeFevre and Stephen Buckley were in from the law firm of Hage Hodes to meet with the Selectmen and Glenn Greenwood regarding their interest in serving as Town Counsel.

The following documents were signed:

- A letter to the Grants Management Unit of the NH Dept of Safety confirming that the updated Local Emergency Operation Plan has been completed and a copy has been sent to the Division of Homeland Security & Emergency Management as required by the grant.
- A nomination form for Victor Schmalzer to be a member of ERLAC
- A checklist from the NH Board of Tax and Land Appeals regarding Mr. Webb's appeal for the 2008 tax year.

The Board reviewed a couple samples of a corrective counseling form for departments to use. The Selectmen agreed on which form they prefer. Julie will distribute them to department heads.

As a result of a meeting Julie had with E-911 to review roads and addresses in town, it was discovered that the businesses at Gigante Park are using the address of 191 Crawley Falls Road for their phone lines when we show a legal address on Rte 125. E-911 needs to know if their use of this address for phone purposes and emergency response purposes is OK. Police Chief Wayne Robinson said the Crawley Falls Address is actually better for them. There is the same issue with United Machine using a River Road address. The

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 7/21/09 MEETING

Selectmen said that they are ok with Gigante Park and United Machine using the E-911 addresses.

Attorneys John Bisson and Daniel Muller of Cronin & Bisson were in to discuss their proposal to serve as Town Counsel.

Wayne Robinson, Road Agent, was in to ask the Board's opinion about going out to bid for sand. The Board said he can go ahead with that. In addition, Robinson has set up an account for the Town at the metals place in Madbury. The checks will be made payable to the Town of Brentwood. Lastly, Robinson discussed roadside mowing. He has checked with MB Tractor and he can rent a machine from them for \$1700/wk and \$125 for blades. Robinson's guessing he would need it for 3-4 weeks. This would exceed his budget, therefore he will check with Martin to see when he's available. Stevens commented that last year we got a lot of complaints about the roadside mowing being done so late and perhaps they can get it done earlier. Bryan agreed. Robinson said he waits because it grows back so fast but they have been cutting some intersections themselves that are impeding the line of vision.

As Police Chief, Robinson reported that the new cruiser is just about all set. Thursday they will put a new radio in it.

Harry Lindsay of 231 Middle Road was in the audience and said he wants to get more involved in the Town. He asked if it's ok to sit in on the meetings. The Board explained that the meetings are public and he is welcome to attend. Lindsay asked where he could find out more about building permits. It was explained that he can pick up an application at the building inspectors office, call Gil Tuck or go on line and look at the zoning book.

At 8:50 p.m. Waldron made a motion to adjourn. Artimovich seconded the motion; all members voted in favor.

Respectfully submitted,

Julie Stevens